

Child Protective Service Worker

BSSN004

Berkeley/Jefferson Counties

\$50,000.08 - \$66,589*

General Description:

Child Protective Service Workers protect children who are experiencing abuse, neglect or may be at risk of immediate danger; provide access to services that support children and families during times of hardship; and work with families to help resolve conflicts and access social services. This position is critical to the health and safety of West Virginia's children. Upon completion of an in-house training program, these positions perform complex social casework and family intervention services. As cases may involve abuse, neglect or exploitation of children, this employee must have the expertise and judgment to evaluate risk and assess levels of danger that may include coordination with law enforcement. Due to the needs of this position, travel is required and may include being on-call during non-traditional hours. Ongoing training is provided, as is access to support services for the worker. This position is eligible for overtime pay.

Responsibilities may include, but are not limited to:

- Attending, ongoing training to develop comprehensive knowledge of State and Federal social welfare laws, rules, regulations, and evolving protocols regarding child abuse and neglect.
- Conducting investigations concerning allegations of abuse or neglect by talking with and visually observing affected individuals; talking with immediate family, relatives, neighbors, teachers, doctors, and relevant others and reviewing any pertinent records.
- Making an initial assessment of the validity of allegations and the degree of danger that children are in, documenting the results of investigations of the accused.
- Completing family assessments to determine dynamics and problems that may be precipitating abuse or neglect situations.
- Developing effective interventions to strengthen families that address safety, well-being, and permanency of children.
- Preparing safety, service, and treatment plans to remedy contributing problems and stop behavior patterns of abuse/neglect/exploitation and solicit family cooperation.
- Engaging families in counseling to resolve problems, referring them to other available resources, and monitoring safety and risk of further abuse or neglect to prevent recurrence.
- Filing petitions with the court as needed to ensure the safety of children, testifying before the court, and making appropriate placements of children, including but not limited to staying with relatives, in foster homes, residential treatment facilities, or in an emergency shelter.
- Evaluating the progress of families or living environments towards meeting objectives of safety/service/treatment plans, the need to modify plans, and the eventual disposition of cases.

Applicants must possess a valid WV driver's license, and reliable transportation. Applicants also must have strong communication skills, both oral and written, and maintain detailed case records and extensive documentation. Overtime hours and frequent travel may be required. Successful completion of a background check is required for employment.

Position Number(s): 0511P6038, 0511P04322, 0511P04469, 0511P00214, 0511P03938, 0511P06052

As of December 14, 2022, Gov. Jim Justice authorized a \$5,000 hiring bonus for the positions of Child Protective Service (CPS) Worker and Social Service Worker 3 (Youth Services). This requires a one-year employment commitment in Berkeley, Jefferson and Morgan counties. Twenty-six counties are eligible for a \$2,500 hiring bonus for the positions of CPS Worker and Social Service Worker 3 (Youth Services), which also requires a one-year employment commitment. The counties are Cabell, Calhoun, Clay, Fayette, Gilmer, Grant, Greenbrier, Hardy, Harrison, Kanawha, Lewis, Logan, Marion, Mercer, Mineral, Mingo, Monongalia, Monroe, Nicholas, Pocahontas, Preston, Roane, Summers, Taylor, Wayne, and Webster.

Minimum Qualifications / Training:

Training: Bachelor's degree from an accredited college or university.

OR

Substitution: Current West Virginia Social Worker License.

NOTE: Applicants may be appointed for a period not to exceed sixty (60) days from date of hire pending verification of licensure. Applicants must agree in writing to verify licensure within sixty (60) days or be dismissed. Employees working under this restriction shall not perform any social work duties until the license is verified.

Conditions of Employment

- Applicants must pass a background check before beginning employment.
- Applicants are subject to recurring background checks as may be required by law, rule, standard, or policy.
- Applicants will be required to work on-call shifts periodically, as assigned by their supervisor.
- Applicants may be subject to mandatory overtime requirements and must be available for travel.
- Applicants must possess a valid driver's license prior to appointment and continuously maintain such license while employed in this classification.
- Applicants shall successfully complete training as may be required by policies established by the Commissioner, or as may be required by law, rule or policy.
- Applicants must possess the ability to perform the essential functions and tasks of the classification with or without accommodation.

Benefits Include:

- Paid vacation, holidays, and sick/family sick leave
- Health, dental, vision, retiree health, basic life, and supplemental life insurance
- Employee wellness clinic
- Flex benefits
- Deferred compensation and retirement

***Note on Compensation:** Effective January 1, 2024, the Bureau for Social Services and Department of Health Facilities will implement a new Office of Shared Administration system, impacting the pay range for this position. The current pay amount (asterisked above) aligns with the Division of Personnel (DOP) pay range for this classification. Please be aware that final compensation details, contingent upon an offer, will be aligned with the new pay structure under the new system. We encourage all qualified

candidates to apply.

The West Virginia Department Of Human Services is an Equal Opportunity employer. **This position announcement is established as of January 19, 2024, and will remain open until January 28, 2024.** Submit a paper application or detailed resume and any correspondence concerning this vacancy to: OHRMOSAClassComp@wv.gov. Please put **BSSN004** in the subject line of your email.